

**Affiliated to:**

World Aquatics  
(WA) [www.fina.org](http://www.fina.org)  
Asia Swimming Federation  
(AASF) [www.asiaswimmingfederation.org](http://www.asiaswimmingfederation.org)  
Singapore National Olympic Council  
(SNOC) [www.snoc.org.sg](http://www.snoc.org.sg)

**Patron-In-Chief**

Dr. Tony TAN Keng Yam

**President**

Mr. Mark CHAY

**Secretary General**

Prof. Kenneth GOH

**Treasurer**

Mr. YEO Kai Eng

**Vice Presidents**

Mr. OW YONG Weng Leong  
(Partnerships)

Mr. Christopher NG Cheng Xun  
(Swimming)

Mr. Dominic SOH  
(Water Polo)

Ms. Wendy LIM  
(Diving)

Mr. Steve CHEW  
(Artistic Swimming)

**Asst. Secretary Generals**

Ms. CHAN U-Nice  
(Swimming)

Mr. Leonard YEO  
(Water Polo)

**Registered Office:**

7 Stadium Drive #01-50,  
OCBC Aquatic Centre  
Singapore 397632  
Tel : +65 6258 1011  
Fax : +65 6258 4793  
Email: [contact@swimming.org.sg](mailto:contact@swimming.org.sg)  
Website: [www.swimming.org.sg](http://www.swimming.org.sg)  
GST Reg No: M90368871C

All communications should be addressed  
to:

The Secretary General  
Singapore Swimming Association

June 2022

10 November 2023

To: Singapore Swimming Association  
Ordinary and Associate Members

**NOTICE OF EXTRAORDINARY GENERAL MEETING (EGM)**

Notice is hereby given that, by order of the Executive Committee, an extraordinary general meeting of the Singapore Swimming Association (SSA) will be convened on:

Date: **Saturday, 25 November 2023**  
Time: **1:00 p.m.**  
Venue: **OCBC Aquatic Centre, 7 Stadium Drive, Singapore 397632**

Article 14 of SSA's Constitution states in relevant part:

Delegates and Voting

- (a) ***Each Member may appoint in writing up to three Delegates to attend General Meetings.***
- (c) ***For every resolution tabled at the General Meeting, each Ordinary Member (also referred to as "Voting Members") is entitled to one vote.***

Attached are Appendices I to VI for your information.

We would be grateful if you could complete the Attendance Form (Appendix II) and email to [agm@singaporeaquatics.org.sg](mailto:agm@singaporeaquatics.org.sg) by 7:00 p.m. on Friday, 17 November 2023.

If you have any questions to raise at the EGM, you may use the form provided in Appendix V and return via email to [agm@singaporeaquatics.org.sg](mailto:agm@singaporeaquatics.org.sg) by 7:00 p.m. on Friday, 17 November 2023.

On behalf of SSA EXCO, I would like to invite you to be present at this EGM. We look forward to meeting with you as a community and strongly hope that you will be there.

Light refreshments will be served from 12:30 p.m. on the day of EGM.

Thank you.



Prof Kenneth Goh  
Secretary General  
Singapore Swimming Association

**Attached are:**

- Appendix I – Agenda for the Extraordinary General Meeting
- Appendix II – Attendance Form
- Appendix III – To Move Resolution Form
- Appendix IV – To Appoint Speaker at a General Meeting
- Appendix V - To Raise Questions / Issues at a General Meeting Form
- Appendix VI – Proposed amendments to SSA's Constitution



**EXTRAORDINARY GENERAL MEETING  
NOTICE**

Notice is hereby given that the Extraordinary General Meeting of the Singapore Swimming Association will be held on **Saturday, 25 November 2023 at 1:00 p.m.** at the **OCBC Aquatic Centre, 7 Stadium Drive, Singapore 397632.**

**Agenda****As Special Business**

**Resolution 1**                    The proposed amendments to Singapore Swimming Association's Constitution

To include resolutions raised by affiliates latest **by 7:00 p.m. on Friday, 17 November 2023.**

**As Other Business**

Updates on World Aquatics Championships 2025.

This Notice has been made available on the association's website and may be accessed at <https://www.sgaquatics.org.sg/>

By Order of the Executive Committee



Prof Kenneth Goh  
Secretary General

**EXTRAORDINARY GENERAL MEETING  
ATTENDANCE FORM**

Date Saturday, 25 November 2023  
Time 1:00 p.m.  
Venue OCBC Aquatic Centre, 7 Stadium Drive, Singapore 397632

Name of Member

 Ordinary Member Associate Member

S/N

Name of Delegate

Designation

\* 1

2

3

\* If Member is an Ordinary Member of SSA, this is the Delegate exercising voting rights.

Attendance Form submitted by:

Name

Signature/Date

Designation

Member's Organisation  
StampNote:

- Please return the completed form via email to [agm@singaporeaquatics.org.sg](mailto:agm@singaporeaquatics.org.sg) by 7:00 p.m. on Friday, 17 November 2023.



[Name of Proposer Member] proposes and [Name of Seconder Member] seconds the following resolution to be tabled at the Extraordinary General Meeting to be held on Saturday, 25 November 2023

[Please state the resolution]

\_\_\_\_\_  
For and on behalf of [Name of Proposer]

Name:

Designation:

Date:

\_\_\_\_\_  
For and on behalf of [Name of Seconder]

Name:

Designation:

Date:

Note:

Please return the completed form via email to [agm@singaporeaquatics.org.sg](mailto:agm@singaporeaquatics.org.sg) by 7:00 p.m. on Friday, 17 November 2023.



We, **[Name of Member]**, hereby authorize, **[Name of Delegate] [NRIC No.]** (our “Speaker”), to speak on our behalf at the Extraordinary General Meeting to be held on Saturday, 25 November 2023, 1.00 p.m.

\_\_\_\_\_  
For and on behalf of **[Name of Member]**

Name:

Designation:

Date:

Note:

Kindly complete the form and email [agm@singaporeaquatics.org.sg](mailto:agm@singaporeaquatics.org.sg)

The form shall be handed to the Secretary General at least half an hour before the General Meeting is due to commence.



We, [Name of Member], have the following question/issue that we wish the Singapore Swimming Association address:

QUESTION NO. 1	
Category of the question	<input type="checkbox"/> Resolution that appears on the agenda of General Meeting. Please state Resolution: _____
Question	

[If you have more questions, please replicate the above table for each question that you have]

\_\_\_\_\_  
For and on behalf of [Name of Member]

Name:

Designation:

Date:

Note:

Please return the completed form via email to [agm@singaporeaquatics.org.sg](mailto:agm@singaporeaquatics.org.sg) by 7:00 p.m. on Friday, 17 November 2023

**PROPOSED AMENDMENTS TO SSA’S CONSTITUTION**

Existing Article No.	Existing Article	Amended Article No.	Proposed Amendment (Underlined)	Remarks or Reasons for Amendment
1.1	The Association shall be called “SINGAPORE SWIMMING ASSOCIATION” (the “ <b>Association</b> ” or “ <b>SSA</b> ”).	1.1	The Association shall be called “ <u>SINGAPORE AQUATICS</u> ” (the “ <b>Association</b> ” or “ <u>SAQ</u> ”).	Due to the impending name change of the Association from “Singapore Swimming Association” to “Singapore Aquatics”, references to “Singapore Swimming Association” and “SSA” in the Constitution have been amended to “Singapore Aquatics” and “SAQ” accordingly.
2.3	SSA shall be affiliated to World Aquatics, SNOC, and such other recognised bodies as the Executive Committee may deem necessary.	2.3	<u>SAQ</u> shall be affiliated to World Aquatics, SNOC, and such other recognised bodies as the Executive Committee may deem necessary.	Due to the impending name change of the Association from “Singapore Swimming Association” to “Singapore Aquatics”, references to “Singapore Swimming Association” and “SSA” in the Constitution have been amended to “Singapore Aquatics” and “SAQ” accordingly.
2.4	SSA shall strive for government and public recognition as the national governing body and authority for the sports of aquatic activities in Singapore by virtue of SSA’s affiliation to World Aquatics and SNOC, and through endeavours that further the objectives of SSA.	2.4	<u>SAQ</u> shall strive for government and public recognition as the national governing body and authority for the sports of aquatic activities in Singapore by virtue of <u>SAQ’s</u> affiliation to World Aquatics and SNOC, and through endeavours that further the objectives of <u>SAQ</u> .	Due to the impending name change of the Association from “Singapore Swimming Association” to “Singapore Aquatics”, references to “Singapore Swimming Association” and “SSA” in the Constitution have been amended to “Singapore Aquatics” and “SAQ” accordingly.



8.2	<p>The Executive Committee shall consist of the following office bearers:</p> <ul style="list-style-type: none"> <li>(a) President;</li> <li>(b) Secretary General;</li> <li>(c) Vice-President (Partnerships);</li> <li>(d) Vice-President (Swimming);</li> <li>(e) Vice-President (Water Polo);</li> <li>(f) Vice-President (Diving);</li> <li>(g) Vice-President (Artistic Swimming);</li> <li>(h) Treasurer;</li> <li>(i) Assistant Secretary General (Swimming);</li> <li>(j) Assistant Secretary General (Water Polo).</li> </ul>	8.2	<p>The Executive Committee shall consist of the following office bearers:</p> <ul style="list-style-type: none"> <li>(a) President;</li> <li>(b) Secretary General;</li> <li>(c) <u>Treasurer</u>;</li> <li>(d) Vice-President (Partnerships);</li> <li>(e) Vice-President (Swimming);</li> <li>(f) Vice-President (Water Polo);</li> <li>(g) Vice-President (Diving);</li> <li>(h) Vice-President (Artistic Swimming);</li> <li>(i) Assistant Secretary General (Swimming);</li> <li>(j) Assistant Secretary General (Water Polo).</li> </ul>	<p>The position of “Treasurer” in the Executive Committee has been moved up from Article 8.2(h) to Article 8.2(c) to reflect its ranking in terms of importance and seniority.</p>
8.6(i)	<p>The counting of the votes shall be overseen and verified by two (2) or more scrutineers from the members present at the AGM who are not contesting the election and/or the representatives from SSA’s auditors and/or legal advisers who are present at the AGM.</p>	8.6(i)	<p>The counting of the votes shall be overseen and verified by two (2) or more scrutineers from the members present at the AGM who are not contesting the election and/or the representatives from <u>SAQ’s</u> auditors and/or legal advisers who are present at the AGM.</p>	<p>Due to the impending name change of the Association from “Singapore Swimming Association” to “Singapore Aquatics”, references to “Singapore Swimming Association” and “SSA” in the Constitution have been amended to “Singapore Aquatics” and “SAQ” accordingly.</p>
9.15(k)	<p>Raise funds for the Association and approve any expenditure from the funds and/or reserves of the Association for the Association’s activities, except that decisions</p>	9.15(k)	<p>Raise funds for the Association and approve any expenditure from the funds and/or reserves of the Association for the Association’s activities, except that decisions</p>	<p>Due to the impending name change of the Association from “Singapore Swimming Association” to “Singapore Aquatics”, references to “Singapore Swimming</p>

	that involve the acquisition and disposal of immovable properties/assets, and expenditures of significant value that draws on SSA's financial reserves (i.e. more than 10% of reserves or \$0.25M whichever is higher) should be approved at a General Meeting by a resolution carried by at least two-thirds (2/3) of the votes recorded at the meeting.		that involve the acquisition and disposal of immovable properties/assets, and expenditures of significant value that draws on <u>SAQ's</u> financial reserves (i.e. more than 10% of reserves or \$0.25M whichever is higher) should be approved at a General Meeting by a resolution carried by at least two-thirds (2/3) of the votes recorded at the meeting.	Association" and "SSA" in the Constitution have been amended to "Singapore Aquatics" and "SAQ" accordingly.
14.2(a)	An Extraordinary General Meeting may be convened at any time by order of the Executive Committee or on receipt of a written requisition by at least one-third (1/3) of the Ordinary Members on SSA's membership register. Such requisition shall state the business that is to be transacted at the requested EGM.	14.2(a)	An Extraordinary General Meeting may be convened at any time by order of the Executive Committee or on receipt of a written requisition by at least one-third (1/3) of the Ordinary Members on <u>SAQ's</u> membership register. Such requisition shall state the business that is to be transacted at the requested EGM.	Due to the impending name change of the Association from "Singapore Swimming Association" to "Singapore Aquatics", references to "Singapore Swimming Association" and "SSA" in the Constitution have been amended to "Singapore Aquatics" and "SAQ" accordingly.
14.5(h)	The candidate for each position in the Executive Committee who receives the most votes shall be declared elected. In the case where two (2) or more candidates receive an equal number of votes, a re-vote shall be taken in the case of such candidates, and in the event of a tie after such re-vote, the Chairman shall have a second or casting vote.	14.5(h)	The candidate for each position in the Executive Committee who receives the most votes shall be declared elected. <del>In the case where two (2) or more candidates receive an equal number of votes, a re-vote shall be taken in the case of such candidates, and in the event of a tie after such re-vote, the Chairman shall have a second or casting vote.</del>	The removal of the second sentence of this sub-article into a new sub-article is for clarity.
14.5(i)	The Chairman shall be precluded from having a second or casting vote when voting for the post for which the Chairman is standing for election is conducted. In the event of a tie for a post or which the Chairman is standing for election, the next	14.5(i)	In the case where two (2) or more candidates receive an equal number of votes, a re-vote shall be taken in the case of such candidates <u>in a subsequent round of voting. Following which, the candidate(s) with the lowest number of votes shall be eliminated after that round of</u>	The new Article 14.5(i) includes the second sentence of the original Article 14.5(h) and has been amended for clarity with regard to the voting process and in particular, a situation where 2 or more candidates receive an equal number of

	most senior member of the Executive Member (in the order as set out in Article 0 above) and who is not standing for election for the same post shall have the second or casting vote.		<u>voting</u> . In the event of a tie after such re-vote, the Chairman shall have a second or casting vote.	votes. In the amended Article, it is clarified that a subsequent round of voting shall take place and in the event of a tie after such re-vote, the Chairman shall have a second or casting vote.
Article 14.5(i)	The Chairman shall be precluded from having a second or casting vote when voting for the post for which the Chairman is standing for election is conducted. In the event of a tie for a post or which the Chairman is standing for election, the next most senior member of the Executive Member (in the order as set out in Article 0 above) and who is not standing for election for the same post shall have the second or casting vote.	14.5(i)	The Chairman shall be precluded from having a second or casting vote when voting for the post for which the Chairman is standing for election is conducted. In the event of a tie for a post or which the Chairman is standing for election, the next <del>most senior member of the Executive</del> <u>Committee</u> Member (in the order as set out in Article 0 above) <del>and</del> who is not standing for election for the same post shall have the second or casting vote.	This is an editorial amendment to re-number the Article and insert the word "Committee" to clarify the reference to Executive Committee Member.